



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
WASHINGTON, D.C. 20460

February 2, 2017

Kevin Bogardus
Environment and Energy Publishing
122 C Street, NW, Suite 722
Washington, DC 20001

OFFICE OF
ADMINISTRATION
AND RESOURCES
MANAGEMENT

Dear Mr. Bogardus:

I am responding to your Freedom of Information Act (FOIA) request (EPA-HQ-2017-002655) for "all records concerning logs documenting who has visited EPA's headquarters – the William Jefferson Clinton North, South, East and West Buildings as well as the Ronald Reagan Building at 1200 Pennsylvania Avenue NW – from January 1, 2017 to January 31, 2017. "Please include all records that document EPA's visitors, including but not limited to database queries, online registration forms, sign-in sheets, visitor badges, lapel stickers and passes."

Attached are visitor logs for the William Jefferson Clinton buildings and the Ronald Reagan Building. These are the only records that document EPA visitors to these buildings. There is a \$0.15 per page copying charge after the first 100 pages.

Under the FOIA, you have the right to appeal this determination. EPA must receive your appeal within 30 calendar days from the date of this letter. The agency will not consider appeals received after the 30 calendar day limit. The appeal must be in writing and should include the HQ-2016 tracking number assigned to your request (above), copies of your initial request and the response letter from the agency, and the reasons for your appeal. You may submit your appeal letter by U.S. Postal Service mail, courier service, fax or email.

Mailing address:

National Freedom of Information Officer
U.S. Environmental Protection Agency
1200 Pennsylvania Avenue, NW (2822T)
Washington, D.C. 20460

Courier and hand delivery address:

National Freedom of Information Officer
U.S. Environmental Protection Agency
1301 Constitution Avenue, NW
Room 6416 West
Washington, D.C. 20004

Fax: (202) 566-2147; email: hq.foia@epa.gov

For faster handling, please mark the letter and envelope, "Freedom of Information Act Appeal."

Sincerely,

A handwritten signature in black ink, appearing to read "JL Stewart", is written over the typed name.

James L. Stewart
Security Specialist
Facilities Management and Services Division